Eligibility: map must show the structure to be clearly outside of the Special Flood Hazard Area (i.e. 100-yr floodplain)
How to Apply:

• 1. Complete MT-EZ Application Form using the DNR’s Instructions
• 2. Obtain copy of Deed or Recorded Plat Map from Polk County Recorder’s office
• 3. Obtain a FIRMette from [http://msc.fema.gov/portal](http://msc.fema.gov/portal)
• 4. Obtain 2nd map from City that illustrates property boundaries & nearby intersections
Submit application no more than 30 days before the effective date of new maps.

FEMA is estimating the preliminary maps will become effective in late spring 2017.

Check with the city for the latest updates on the timing of new maps.
Letter of Map Amendment (LOMA)

When a structure is too close to the floodplain to determine if an Out as Shown is an option:

- Apply for standard LOMA
- Must hire a surveyor or engineer
- Lowest Adjacent Grade of structure must be ≥ Base Flood Elevation
- Complete & submit MT-EZ form to FEMA
  - Must be signed by Surveyor or Engineer